SCANNED

G. R. S. IX-5]

Previous references.

File No. 415—19

1919-20

Serial Nos. 1—3

(EAG)

Later references.

G.17/15-32 Pt 1,
" 57-35-1-2
" 57/38 Pt 2
Pt 5 8-36 Pt 1-8
" 41-37-1-3.

Private

p.20(F)

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 1—3

Part B for April 1920.

SUBJECT.

Distribution of Spare Copies of Printed Government Orders.

3 No. 1983 d 21-6-1920.
To the Superintendent Govt Printing.
Issues ~~Distributions~~ regarding the No. of Copies of Orders to be printed as S.O. and S.O.Gte and distributed.
Memo No. 1984-93- 21.6.1920
Forward copies of the above to the branches of the Secretariat

W D 1250—GPB—30,000 - 28-1-19

Remainder
26.6.1920.

G. R. S. III—1]

1919-20

GENERAL AND REVENUE SECRETARIAT.

(E&G)

NOTES.

File No. 415

FILE HEADING.

Distribution of Spare copies of Printed Govt. Orders.

From

No.	Dated	Received
Diary No.	Enclos. Spare Copies.	Serial No.

BRIEF ABSTRACT OF LETTER.

NOTES AND ORDERS.

NOTES—First Sheet.

G. R. S. III-2]

General and Revenue Secretariat.

E.A.G File No. 415 of 191

Serial No.

2.879

DISTRIBUTION OF SPARE COPIES OF GOVERNMENT ORDERS

At present, there is only one standing list for the distribution of printed copies of Government Proceedings among Heads of Departments and Deputy Commissioners of Districts. This practice while it dumps a large number of unnecessary orders into certain offices, denies some orders to departments which are concerned with them. For example, when an order issues for the settlement of a forest block in Chamarajanagar Taluk, only one copy of it will be sent to the Conservator of Forests. But five copies will go to the Chief Court, six to the Comptroller, 25 to the Public Works Department and from 10 to 26 copies to the Deputy Commissioner of each District. Similarly, an order sanctioning the Mysore City Improvement Trust Board ~~Bndg~~ Budget or reviewing the report of the Sandal Oil Factory, will be ~~similarly~~ distributed broadcast over all taluks and among all departments in the State including the Superintendent of Sericulture, the State Huzur Treasury Officer, the Auditor, Mysore State Railways, Chief Inspector of Mines, etc.

V. It is necessary (to have) (therefore) a standard list of selected offices to which each printed Government Order need go. Only standing orders of general applicability need go to all departments and all offices in the State. In the case of standing orders affecting particular

I do not think the authority for their statement is correct. The report of the Dir. of factories is not laid on the Table of the House.

(This was only one hypothetical instance. ~~Other~~ ~~instances~~ For the purpose of the argument, any similar instance may be substituted in the note for the S.G.O.)

NOTE—Contn. sheet.

G. R. S. 111-2]

General and Revenue Secretariat. | E Ag File No. 415 of 191

Serial No.

particular departments, a large number of copies need be sent only to those departments. Copies of such orders need hardly be sent to other departments unless the Heads of those Departments are also mentioned in the address at the foot of the proceedings.

3. In the case of printed proceedings which are not Standing Orders, it ought to suffice if copies are sent to those officers only who are addressed at the foot of the proceedings. The number of copies to be sent in such cases will necessarily be less than in the case of standing orders.

4. These facilities are in addition to the supply of monthly proceedings volumes to the offices now getting them. Three lists showing (1) the offices to which copies of all printed proceedings should go, (2) the number of copies of standing orders to be distributed to each department and (3) number of copies of ordinary printed proceedings not being standing orders, that should be sent, are put up.

5. All standing orders of general applicability will either be of an administrative or of a financial nature. Therefore all such orders whenever initiated may be required to be sent to the Efficiency Audit Branch or to the Financial Secretariat as the case may be for issue. They may

NOTE—Contn. sheet.

WD A 1789—GPB—60,000—20-3-18—S.

3

£ 679

G. R. S. III-2]

General and Revenue Secretariat.

E Alg File No. 415 of 191

Serial No.

hereafter be marked "S.O.G."

6. Spare copies of standing orders and standing orders (General), may be sent direct from the Press according to the standard list hereto appended.

Chief Secy

Rnn
4.2.20

7 I agree generally -
8 Please put up a draft G.O.
9 Please consult Rev Secy, Secy E.A & H Secy also -

dft
Secy

9 Draft G.O. & Put up.

HK
7.2.920

10

Rnn
7-2-20.

Rev Secy
Secy E&A
Finl Secy

11 I agree, but would remark that there is likely to be some confusion in working the arrangement indicated in para 3 of the draft G.O. Is it really necessary to transfer all standing orders issued by the E.A. or H. Depts, whenever they may have been initiated? They may, I think, arise from the Depts concerned —

Rnn
9.2.20

1965-69

NOTE—Contn. sheet.

12 I agree with the Rev Secy
Pse see me for
instructions re the E&H Branch
8/11/4

Rnn

WD A 1769—GPB—60,000—20-8-18—S.

897

P-172

G. R. S. III-2]

General and Revenue Secretariat.

E Ag File No. 415 of 191 .

Serial No.

13. I agree with Secretaries, Rev and F and A Dmk 21.2.20

Chitnavis) 21/2

14. The draft is revised so as to omit the sentences objected to by the Rev, Estt & Jud secretaries.

15. It may be approved for issue

Bm 23-2-20

Chief Secy

Dewan

Bm 28/2

Bm 1.3.20

Draft appd. by Dewan 5/3/20.

Issue in form.

Bm 6.3.20

To. The Heads of Depts & Secys to Govt & Cos of Districts.

No 1681-1730/E.A.G 415 & 8 2/20

Lays down instructions for the distribution of spare copies of Printed Proceedings.

DEWAN'S OFFICE.
Recd. on MAR 1 1920
Reg. No. 5996

Ag. 6 sent to Press 8/3/20.

Note:- Detailed lists of Officers relating to Dept. II were forwarded to the Supdt Govt Printing with letter No 2394 E.A.G. dy 2nd June 1920 & dozen printed copies have been called for.

HK 26.6.1920.

NOTE—Contn. sheet.

Serial No.

2 From the Supdt. Govt Printing.
No. 2539/8 1.4.1920.

With reference to the GO in question I solicit definite instructions on the following points.—

(i) Whether 20 unsigned copies of every printed GO. may be sent to the Sects Concerned as per list-No1.

(ii) Whether 1400 copies of the S.O.s printed and distributed as per list-No2.

(iii) Whether copies of S.O.s printed as per list-at the foot of each order & supplied to Offrs Concerned, no other requisitions for copies from the Sects Concerned being complied with.

Submitted for orders.

HK
6.4.1920.

~~As many signed Copies~~

As many unsigned copies as there are addressees in each order should be sent to the Secretariat, together with 25 copies with printed signatures for distribution as per list 1. In addition; a reserve of 50 extra copies of every S.O. and 200 extra copies of every S.O. G should be sent to the Branch Concerned for subsequent use.

~~a letter~~ Draft ~~a letter~~ accordingly & Supdt Govt Ptg. copy being sent to each Secretariat & Branch

Roy
8-4-20

NOTE—Contn. sheet.

D No 1187

G. R S. III-2]

General and Revenue Secretariat.

EA/ File No. 415 of 191 .

Serial No.	
	Draft Letter to Press HK 8 4 1920 Checked Issue 1823 9/4. Approved 20-4-20
	To S/A. Please arrange to issue Press Communiqué complaining of words & orders having been known on 6th inst. 6/4
3	No 1983 A 21. 4. 1920. To the Supdt. Govt Printing ~~Stores~~ ~~Note~~ as marked Issues contain instructions regarding the no of copies of the "S O", and "S Os" orders to be printed and distributed in the branches of the Secty: Memo No 984-92/21-4-1920. Forwards copies of the above to the branches of the Secty.
	B 26/4/1920

NOTE—Contn. sheet.

G.R.S. VI-71]

SUBJECT.....

.....

.....

Diary No. of letter replied to.....

General and Revenue Secretariat

( )

, *the* 191 .

Date of issue.....

Signed by.....

May this be

i Printed? ✓ Yes

ii treated as a standing order? Yes

iii published in the Gazette English part?

iv translated?

v placed at the disposal of the press?

vi published in the Gazette Kannada part?

Section E.A.G.

File No. 415

Serial No. 1

Proceedings of the Government of His Highness the Maharaja of Mysore.

Read.— O.M. No.G.9611-70/GM. 18-19-5 dated the 1st November 1919 in re: the distribution of copies of printed orders among the Heads of Departments, Deputy Commissioners of Districts and other officers.

Order No. 1681-1730/E.A.G.

Dated 8:3:1920.

Order thereon.

The existing arrangement for the distribution of printed copies of orders of Government has resulted in many an office getting copies of several orders

over.

which are not required in them and in denying ~~depriving~~ certain other departments and offices ~~of being~~ the supplied ~~with~~ of an adequate number of copies of orders concerning them.

2. It is necessary, therefore, to revise the standard lists for the distribution of printed copies of the orders so as to ensure that all offices in the State get copies of all standing orders of general applicability. Similarly the supply of standing orders affecting particular departments should be limited to those Depts only. Thirdly orders other than standing order which are printed for the sake of convenience or on account of the importance of the ~~in~~ subject matter need be supplied only to those Officers to whom they are addressed ~~or~~ and to such only of their subordinate officers as are concerned with their execution.

3. Copies of all printed orders of whatever class need be sent only to a

List of enclosures.

Copied by

Examined by

G.R.S. 27|

GENERAL AND REVENUE SECRETARIAT.

(Continuation sheet draft form.)

very limited number of offices connected with the general administration.

3. Standing Orders of general applicability will either be of an administrative or of a financial nature. All such orders should wherever initiated be sent in future to the Efficiency Audit Branch of the Chief Secretariat or to the Financial Secretariat, as the case may be, for issue. These orders will in future be marked "S.O.G" to deferentiate them from "S.O" standing orders applicable to particular departments.

4. Three standard lists showing (1) the offices to which copies of all printed orders will be supplied (ii) the number of copies of orders marked "S.O.G" or "S.O" to be distributed to each department and office and (iii) the number of copies of printed orders other than S.Os to be distributed to the departments concerned are accordingly prepared and appended to this order. Spare copies of "Standing Orders" and of "Standing orders General"

will, in future, be despatched direct from the Press in accordance with list II, despatch of the former being however - limited to the offices in Departments referred to at the end of the S.O. Spare copies of printed orders other than S.Os will be distributed by the Secretariats concerned to whom the Superintendent will sent all printed copies as hitherto.

28/2/20

Chief Secretary to Govt.

7-2-1920

7.2.1920

To

The Secretaries to Government
in all Departments.

The Heads of Departments.

The Deputy Commissioners of Districts.

The Supdt, Govt Printing.

RN.

5.3.20

WD 1249—GPB - 10,000—35-1-39

List I

Offices to which every printed order should be supplied.

(The distribution will be made by the Secretariat concerned).

	No. of copies.
1. Private Secretary's Office	2
~~2. Huzur Secretary's Office.~~	~~2~~
3. Efficiency Audit Br. of Ch.Sectt.	1.
4. Financial Secretariat	1
5. Dewan's Office	2
6. Extraordinary Member's Office.	1
7. First Member's Office.	1
8. Second Member's Office	1
9. Third Member's Office.	1
10. Comptroller's Office.	4
11. Revenue Commissioner's Office	1
12. Excise Commissioner's Office	1
13. Office of Inspector General of Police.	1
14. Chief Court	2
15. Deputy Commissioners' Offices	8

D No 1187 14
GEN. SECRETARIAT
VIII
C. & R. AUDIT.
3 APR 1920

No. 2539

OFFICE OF THE SUPERINTENDENT,
GOVERNMENT PRINTING,

Dated Bangalore, 1st April 1920.

26394

FROM

D. B. RAMACHANDRA MUDALIAR, Esq.,
SUPERINTENDENT, GOVERNMENT PRINTING,
BANGALORE.

To

C. S. Balasundaram Iyer, Esq., B. A.,
Chief Secretary to the Government of Mysore,
Bangalore

SIR,

With reference to Government Order No. 1681-1760/ E.A.G.415 - dated 8th instant, re the printing of Government Proceedings which are now classified with three kinds viz., S. O., S. O. G. and ordinary, I have the honour to request to be informed whether twenty unsigned copies of every printed Government Order may be sent to the Secretariat concerned as per list No. I, whether 1400 copies of S. O. G. orders may be printed and distributed as per list No. 2 and whether the required - number only of S. O. orders as per list at the foot of each order may - be printed and supplied to those officers mentioned in the list and - whether no other requisition from the Secretariats concerned may be complied with. The favour of definite instructions are solicited.

I have the honour to be,

Sir,

Your most obedinet servant,

D Ramachandra Mudaliar

Superintendent,
Government Printing.

15

G. R. S. VI—G/32]

SUBJECT.....

.....

.....

Diary No. of letter replied to... 1187

Section E A.C.
File No. 415-
Serial No.

GENERAL AND REVENUE SECRETARIAT
(E A)
the 191 .

No. 983

Date of issue 21. 4. 920

To The Superintendent, Govt Printing

Signed by... Mr. B V Ramanathan

Sir,

In reply to your letter No 25-39 of the 1st April 920, I am directed to state that as many unsigned copies as there are addressees in each order should be sent to the Secretariat for despatch of authenticated copies as together with 25 copies with printed signatures for distribution as per List I appended to G.O. No 1681-1736 E A.C, 415 of the 8th March 920. In addition a reserve of 50 extra copies of every "S.O." and 200 extra copies of every "S.O.G." should be sent to the Branch concerned for

hitherto,

over.

for subsequent use.

I have etc

8.4.1920

Memo. 1981-93 11.4.1920

Copy forwarded to Sects & Branches of Sects for information

B.O.M.

to 6th Secy to Govt

Government of His Highness the Maharaja of Mysore.

GENERAL AND REVENUE DEPARTMENTS.

G. O. No. 1681-1730—E. A. G. 415, dated 8th March 1920.

Printed Proceedings.

Issues instructions regarding the distribution of spare copies of —— issued by Government.

WD 2030—GPB—23-3-20—1805

S. O. G

Printed Proceedings.

No. 1681-1730—E. A. G. 415, DATED 8TH MARCH 1920.

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

GENERAL AND REVENUE DEPARTMENTS.

READ—

O. M. No. G. 9611-70—G. M. 18-19-5, dated the 1st November 1919, *in re* the distribution of copies of printed orders among the Heads of Departments, Deputy Commissioners of Districts and other officers.

Order No. 1681-1730—E. A. G. 415, dated 8th March 1920.

The existing arrangement for the distribution of printed copies of orders of Government has resulted in many an office getting copies of several orders which are not required in them and in denying certain other departments and offices the supply of an adequate number of copies of orders concerning them.

2. It is necessary, therefore, to revise the standard lists for the distribution of printed copies of the orders so as to ensure that all offices in the State get copies of all standing orders of general applicability. Similarly the supply of standing orders affecting particular departments should be limited to those departments only. Thirdly, orders other than standing order which are printed for the sake of convenience, or, on account of the importance of the subject matter need be supplied only to those officers to whom they are addressed and to such only of their subordinate officers as are concerned with their execution. Copies of all printed orders of whatever class need be sent only to a very limited number of offices connected with the general administration.

3. Standing Orders of general applicability will, in future, be marked "S.O.G" to differentiate them from "S.O" standing orders applicable to particular departments.

4. Three standard lists showing (i) the offices to which copies of all printed orders will be supplied, (ii) the number of copies of orders marked "S.O.G" or "S.O" to be distributed to each department and office and (iii) the number of copies of printed orders other than S.Os to be distributed to the departments concerned are accordingly prepared and appended to this order. Spare copies of "Standing Orders" and of "Standing Orders General", will, in future, be despatched direct from the Press in accordance with list II despatch of the former being however limited to the offices in Departments referred to at the end of the Standing order. Spare copies of printed orders other than Standing orders will be distributed by the Secretariats concerned to whom the Superintendent will send all printed copies as hithereto.

Chief Secy. to Govt.

To The Secretaries to Government in all Departments.
The Heads of Departments.
The Deputy Commissioners of Districts.
The Superintendent, Government Printing.

Exd—C. R.

LIST I.

Offices to which every printed order should be supplied.
(The distribution will be made by the Secretariat concerned).

		No. of copies.			No. of copies.
1.	Private Secretary's Office	2	8.	Financial Secretariat	1
2.	Dewan's Office	2	9.	Efficiency Audit Branch of Chief Secretariat	1
3.	Extraordinary Member's Office	1	10.	Comptroller's Office	4
4.	First Member's Office	1	11.	Revenue Commissioner's Office	1
5.	Second Member's Office	1	12.	Excise Commissioner's Office	1
6.	Third Member's Office	1	13.	Office of the Inspector-General of Police	1
7.	Chief Court	2	14.	Deputy Commissioners' Offices	1

No. 1681-1730—E. A. G. 415, DATED 8TH MARCH 1920.

LIST II.

List of Offices in the State and number of copies of Standing Orders to be supplied to each Department.

(Only copies of orders marked "S. O. G." will be supplied to each Department.

Copies of orders marked only S. O. will be supplied only to the Departments whose Heads are referred to at the foot of the Government Order.

The distribution according to this list will be made by the Press direct to each office.

	No. of copies to be sent.
General Administration—	
1. Office of the Private Secretary to His Highness the Maharaja ..	2
2. Office of the Huzur Secretary to His Highness the Maharaja ...	2
3. Secretariat concerned (for distribution among Secretariats and personal establishments) (two for each section)	36
4. Public Works Secretariat ...	2
5. Railway Secretariat	2
6. Office of the Comptroller	2
7. State Huzur Treasury	2
8. Railway Audit Office	2
Revenue Department—	
1. Revenue Commissioner's Office ...	2
2. (*a*) Deputy Commissioner's Office (8) each	2
(*b*) District Treasuries (7) each ...	1
3. (*a*) Sub-Division Offices (20) each ...	1
(*b*) Civil Officer, Bangalore ...	1
4. Taluk and Sub-Taluk Offices (69 plus 9) each	2
5. Office of Superintendent, Revenue Survey	2
6. Office of Deputy Superintendent, Revenue Survey	2
7. Revenue Survey Headquarter Office ...	2
8. Survey Party Offices (4) each ...	1
9. Inam Superintendent's Office ...	1
Excise Department—	
1. Excise Commissioner's Office ...	2
2. District Excise Offices (8) each ...	2
3. Range Offices including Distillery (54) each	1
Forest Department—	
1. Conservator's Office	2
2. District Forest Offices (10) each ...	2
3. Game Preserves Office	2
4. Forest Settlement Office	2
5. Forest Surveys Office	2
6. Forest School	2
7. Working Plan Officer's Office ...	1
8. Range Offices (including 4 kotis) (75) each	1
Stamp Department—	
1. Commissioner's Office	1
2. Superintendent's Office	1
3. Stamp Manufactory	1
Registration Department—	
1. Inspector-General's Office ...	2
2. *Ex-officio* District Registrars' Offices (8), each	1
3. Sub-Registrars' Offices including *ex-officio* Sub-Registrars' Offices (78) each	1

	No. of copies to be sent.
Police Department—	
1. Inspector-General's Office ...	2
2. Special Superintendent's Office (Kolar Gold Field)	2
3. Offices of District Superintendents of Police (10) each	2
4. Assistant Superintendents' Offices (3) each	2
5. Taluk Police Offices (Inspectors or Sub-Inspectors) (78) each	1
6. Police Training School	2
Judicial Department—	
1. Chief Court	4
2. District and Sessions Courts (3) each	2
3. Subordinate Courts (3) each ...	2
4. Government Advocate's Office ...	2
5. First Grade Magistrates' Courts (5) present (11) each	1
6. Second Grade Magistrates' Courts (7) at present (19) each	1
7. Munsiffs' Courts (21) each ...	1
Military Department—	
1. Chief Commandant's Office ...	2
2. Military Stores	2
3. Imperial Service Regiment ...	2
4. Do Transport Corps ...	2
5. Mysore Horse	2
6. Mysore Infantry Regiments (3) each ...	2
7. Stud Farm, Kunigal	2
8. Amrut Mahal Superintendent's Office...	2
Medical Department—	
1. Senior Surgeon's Office	2
2. Victoria Hospital	2
3. Krishnarajendra Hospital ...	2
4. Maternity Hospital	1
5. Vani Vilas Hospital	2
6. Minto Ophthalmic Hospital ...	2
7. Medical Stores and Lunatic Asylum ...	2
8. District Medical Offices (8) each ...	2
9. Civil Hospitals (7) each	2
10. Local Fund and Railway Dispensaries (127) each	1
Public Health Department—	
1. Sanitary Commissioner's Office ...	2
2. Public Health Institute	2
3. District Sanitary Officers (8) each ...	2
4. Health Offices (2) each	2
5. Vaccine Institute	1
Prisons Department—	
1. Inspector-General of Prisons ...	2
2. Superintendent of Central Jail ...	2
3. Do Mysore Jail ...	2

No. 1681-1730—E. A. G. 415, dated 8th March 1920.

LIST II.—*concld.*

	No. of copies to be sent
Economic Conference—	
1. Secretary's Office	2
2. Education Committee (now Board) ...	2
3. Agricultural Committee (do) ...	2
4. Industries and Commerce Committee (now Board)	2
5. Board of Scientific Research ...	2
6. Offices of the District Economic Superintendents (8) ... each ...	2
Education—	
1. University Office	2
2. Colleges including Training College (5) each	2
3. Inspector-General's Office ...	2
4. Circle Inspector's Offices (2) each ...	2
5. Inspectress of Girls' Schools ...	2
6. District Inspectors of Education (8) each	2
7. Inspectors of Hindustani Schools (2) each	2
8. Assistant Inspectors and Inspectresses (27) each	1
Industries and Commerce Department—	
1. Director's Office ...	2
2. Deputy Director of Commerce ...	2
3. Industrial Chemist's Office ...	2
4. Director of Sandal Oil Factories ...	2
5. Sandal Oil Factories (2) each ...	2
Agricultural Department.—	
1. Director's Office	2
2. Deputy Director's Office	2
3. Assistant Director's Office (Shimoga)...	2
4. Agricultural Farms (3) each ...	1
5. Superintendent of Sericulture ...	2
Co-operative Department—	
1. Registrar's Office	2
2. Assistant Registrars' Offices (2) each ...	2
Veterinary Department—	
1. Superintendent's Office	2
2. Veterinary Hospitals and Dispensaries (30) each	1
Public Works Department—	
1. Chief Engineer's Office	2
2. Chief Engineers' Offices for Cauvery Valley Irrigation	2
3. Superintending Engineers' Offices (4) each	2
4. Executive Engineers' Offices (18 Divisions) each	2
5. Assistant Engineers' Offices (11) each...	1
6 Sub-Assistant Engineers' Offices (4) each	1

	No. of copies to be sent
Railway Department—	
1. Agent's Office	2
2. Chief Store-keeper's Office ...	2
3. Carriage and Waggon Superintendent's Office	2
4. Superintending Engineer Construction & Open Lines	2
5. Superintending Engineer Surveys ...	2
6. Traffic Manager's Office	2
7. Loco Superintendent's Office ...	2
8. Executive Engineer's Office—Mysore-Arsikere Railway Division ...	2
9. Executive Engineer's Office—Construction Divisions (4) each ...	2
Electrical Department—	
1. Chief Electrical Engineer's Office ...	2
2. Chief Operator—Sivasamudram ...	2
3. Do Kolar Gold Field ...	2
4. Superintendents of Power and Lighting (2) each	2
Department of Mines and Geology—	
1. Director's Office	2
2. Office of Chief Inspector of Mines ...	2
3. Do Inspector of Mines ...	2
4. Do Inspector of Explosives ...	2
Muzrai Department—	
Superintendent's Office	2
Printing and Stationery Department—	
1. Central Press Office	2
2. Branch Press Office (Mysore) ...	2
3. Stationery Depot	2
State Life Insurance Secretary's Office ...	2
Meteorological Department—	
1. Meteorological Reporter's Office ...	2
Gardens Department—	
1. Superintendent's Office	2
Government Museum—	
1. Office	2
Archæological Department—	
1. Director's Office	2
Local Self-Government—	
1. Bangalore City Municipality ...	2
2. Mysore City Municipality ...	2
3. Do Improvement Trust Board	2
4. District Boards (8) each ...	2
5. Kolar Gold Field Sanitary Board ..	2
6. Town Municipalities (29) each ...	1

No. 1681-1730—E. A. G. 415, DATED 8TH MARCH 1920.

LIST III.

Number of copies of ordinary printed Orders to be supplied to the Departments concerned.

(The copies will be sent from the Secretariat concerned. The Heads of Departments will distribute spare copies to the offices concerned).

	Department concerned	*No. of copies.*		*Department concerned*	*No. of copies.*
1.	Comptroller's Office ...	... 10	15.	Economic Board ...	... 25
2.	Railway Audit Office ..	... 5	16.	University ...	... 10
3.	Revenue Department ...	... 50	17.	Education Department ...	... 10
4.	Survey Department ...	... 10	18.	Industries and Commerce ...	... 5
5.	Excise Department ...	... 20	19.	Agricultural Department ...	... 5
6.	Forest Department ...	... 20	20.	Co-operative Department ...	... 5
7.	Stamp Department ...	... 5	21.	Public Works Department ...	... 20
8.	Registration Department ...	... 5	22.	Railway Department ...	... 10
9.	Police Department ..	... 20	23.	Electrical Department ...	... 5
10.	Judicial Department ...	... 10	24.	Department of Mines and Geology	... 5
11.	Military Department ...	... 5	25.	Other Departments (each) ...	... 2
12.	Medical Department ...	... 20	26.	Each District Board (concerned)	... 20
13.	Public Health Department	... 10	27.	Each Municipality (concerned)	... 20
14.	Prisons Department ...	... 5	28.	Each City Municipality ...	... 50